

Connecticut Children's Book Fair

Rules for volunteers, staff, and committee members

- Since the Book Fair is a fundraiser for the Northeast Children's Literature Collection, no one may bring books from home to be signed.
- Please do not ask author/illustrators to sign non-book items such as bookmarks, posters, and other ephemera.
- Coop staff will be in charge of obtaining materials to give away, and these will reflect authors and illustrators attending the Book Fair in any given year.
- The Coop assigns someone to be responsible for and attentive to each author/illustrator to provide any assistance necessary during signings. Non-Coop staff are not allowed behind the signing desks.
- Only the heads of the Coop, Dodd Center, general books or the curator for the NCLC may ask authors or illustrators to autograph for the Northeast Children's Literature Collection.
- For security reasons, no one except the heads of the Coop, Dodd Center, general books or the curator for the NCLC is allowed on the Ballroom floor unless Coop staff is present.
- Authors and illustrators may of course choose to sign wherever they wish but in order to respect the privacy of our guests, do not ask authors and illustrators to sign in the green room, the presentation room, or at any of the social functions such as dinners.
- Anything created by the authors or illustrators during their presentations is the property of the Northeast Children's Literature Collection and should be set aside for the curator after the presentation.
- Student volunteers are to be assigned to tasks that support the Book Fair and are not available to carry out personal errands such as standing in autograph lines for staff or committee members.